Oklahoma Academy of Physician Assistants
EST. 1974

Oklahoma Academy of Physician Assistants
Special Board Meeting Agenda
Zoom Meeting
November 30, 2021; 7:30 pm

Board Members Present: Erin O'Donnell, Keith Plummer, Don Guthrie, Jeff Burke, Crystal Fredrickson, Nicole Mason, Alex Garcia, Sarah Tyszko, Natasha Simonson, Saura Douglas

Board Members Absent: Gavin Christie, Christy Niehues, Jennifer Putnam, Rachel Spencer

Others Present: Susan Thomas, Audrey Poole, Allison Garrison

I. Call to Order – Erin O'Donnell, OAPA President 7:35pm

II. Governance Committee – Erin O'Donnell

- Susan and I met with Alexandra Bliss who is an attorney and works with, and is the daughter of our Non-profit attorney Jeri Holmes to discuss contracts and an employee handbook. We as a board manage employees but they fall through the crack. The Governance Committee met to discuss the findings and the committee makes the following motion:
- Motion to the Board to have Alexandra Bliss a Non-Profit Attorney to look at the current contracts and to develop an employee hand book at an estimated cost of $5000.00 from savings. Roll Call Votes: Keith Plummer- yes; Crystal Frederickson -yes; Don Guthrie – yes; Jeff Burke – yes; Saura Douglas – yes; Alex Garcia – yes; Nicole Mason - yes; Sara Tyszko – yes; Erin O'Donnell – yes; Motion passes without opposition.

III. Legislative Update – Crystal Fredrickson and Allison Garrison

- Allison Garrison provided an update to the board regarding Schedule II's and the PA ratio. There has been concern that information is being shared and our words are being twisted. No action taken.

IV. PR Committee –Natasha Simonson, PA-C, Committee Chair

- The PR Committee met with two PR companies and gave an overview of both companies. The board was provided the links to both meetings to review prior to this meeting.
- Motion from Keith Plummer to use Mega Media as our PR firm for up to $20,000 through the fiscal year, and it will come out of savings; Don Guthrie seconded the motion.
- Discussion: Discussed the strengths of Mega Media and past history of other PR companies.
- Roll call vote: Keith Plummer -yes; Crystal Frederickson – yes; Don Guthrie – yes; Jeff Burke -yes; Saura Douglas – yes; Alex Garcia – yes; Nicole Mason – yes; Natasha Simonson – yes; Erin O'Donnell – yes; Sarah Tyszko – no response. Motion Passes without opposition.

V. Adjourn 8:55pm